



MINUTES OF BOARD OF SELECTMEN'S MEETING
OCTOBER 6, 2015
WINDSOR TOWN OFFICE

Note: These minutes may not be considered an official public record until such time as they are read and accepted by the Board of Selectmen Members.

Members present: Richard Gray, Jr., Ray Bates, Dan Gordon, Ronnie Brann and Jonathan Adams.

Members Absent: None.

Public Attending: Kevin Ready, Dennis Strout, Ray Chavarie, Carol Chavarie, Bill Appel & Jerry Nault.

Employees Attending: Theresa Haskell (*Town Manager*), Keith Hall (*Road Supervisor*), Tim Coston (*Transfer Station Supervisor*) and Debbie French (*Secretary to the BOS*).

Ray Bates called the meeting to order at 6:00 p.m. with the Pledge of Allegiance.

Public Hearing on the General Assistance Ordinance Appendices A-D 2015-2016:

Chairman, Ray Bates opened the Public Hearing at 6:00 p.m. and asked for any Public Comment regarding this. There was none. **Rick Gray, Jr. made a motion to sign the Municipal Officers Return for the Public Hearing posting for the General Assistance Ordinance seconded by Ronnie Brann and approved 5-0-0. Ronnie Brann made a motion to approve the General Assistance Ordinance Appendices A-D 2015-2016 as written seconded by Rick Gray, Jr. and approved 5-0-0.** Ray Bates closed the Public Hearing at 6:06 p.m.

Opening of Bids for the Winter Maintenance Plow Route:

Name of Bidder	Total Contract	Over Contract	Motion By	Second By	Vote
Choate Excavation	No bid				
Glidden Construction	No bid				
<u>McGee Construction</u>	<u>\$25,000</u>	<u>\$84.00</u>	<u>Ronnie Brann</u>	<u>Jonathan Adams</u>	<u>5-0-0</u>
Spicer Tree & Landscape Specialists	No bid	No bid			
Jesse Turner	No bid	No bid			

Ronnie Brann made a motion to approve the bid from McGee Construction for a guaranteed price of 250 hours at a price of \$25,000 and secondary trucks available at \$84 per hour seconded by Jonathan Adams and approved 5-0-0.

Previous Meeting Minutes: Rick Gray, Jr. made a motion to approve the Minutes dated 9-8-15 as written seconded by Dan Gordon and approved 4-0-1. Jonathan abstained because he was absent. Rick Gray, Jr. made a motion to approve the Minutes as written dated 9-22-15 seconded by Dan Gordon and approved 4-0-1. Ronnie Brann abstained because he was absent.

Public Comment:

- a.) Ray Chavarie thanked the townspeople and the BOS for the new ambulance and said that it is above his expectation and drives very nicely! It is up and ready to go when needed.
- b.) Jerry Nault said that school opened successfully even with the Route 32 culvert replacement which made them change the bus routes during that installation. RSU numbers are up due to pre-k (64 total slots with 61 of them filled). They are working with Siemens on the air return vents due to Fire Marshall's request. The RSU newsletter is now out and anyone can sign up to get them emailed.

- c.) Bill Appel said the Trunk or Treat event will be at the Windsor School on October 30, 2015 from 6:00 p.m. to 8:00 p.m. if anyone is interested in participating.
- d.) Arthur Strout and Dennis Strout said the Fire Department spent almost \$3,000.00 to get Engine #1 certified.

Public Works:

- a.) **Rick Gray made a motion as follows and was seconded by Dan Gordon and approved 5-0-0.**
 - (1) That under and pursuant to Title 30-A, Section 5772 of the Maine Revised Statutes, as amended and supplemented, there be and hereby is authorized the issuance of a General Obligation Bond of the Town to fund the purchase of a new Public Works truck as approved by town meeting vote on June 10, 2015.**
 - (2) That said Bond shall be dated November 4, 2015, shall be payable in five equal installments of principal, plus accrued interest, on November 10 of each year beginning November 10, 2015, shall be signed by the Treasurer and countersigned by the Chair of the Select Board and otherwise be in such form and bear such details as the signers may determine.**
 - (3) That the Town Treasurer and Chair of the Select Board are hereby authorized to issue the aforementioned General Obligation Bond in an aggregate principal amount not to exceed One Hundred Seventy-Five Thousand Dollars (\$175,0000).**
 - (4) That the economic life of the Project is hereby determined to be in excess of 5 years, thereby meeting the IRS requirement which states that the term of the Bond may not exceed 120% of the economic life of the acquisition.**
 - (5) That said Bond is hereby sold and awarded to Kennebec Savings Bank at an interest rate of 2.49%.**
 - (6) That said Bond is hereby designated a qualified tax-exempt obligation of the Town for the 2015 calendar year pursuant to Section 265(b)(3)(B)(i)(111) of the Internal Revenue Code of 1986.**
 - (7) That all things heretofore done and all action heretofore taken by the Town, its municipal officers and agents in the authorization of said Bond are hereby ratified, approved and confirmed, and the Treasurer and Chair are each hereby authorized to take any and all action necessary or convenient to carry out the provisions of this voting, including delivering said Bond against payment therefore.**
- b.) The trees have been cut on the Greeley Road and the North Windsor Baptist Church cemetery trees are scheduled to be done tomorrow. Keith said we should be putting money in either a reserve account or in a line item because we still have some trees that need to be taken care of on the Jones Road, Greeley Road and Weeks Mills Road, just to name a few.
- c.) The old generator at the Town Office still needs to be moved from the Town Hall to be hooked up at the Public Works Department in case of power outages. The Board of Selectmen said they would like to get bid prices from more than one contractor to do this.
- d.) The year road part-time position will need to be advertised and the Board agreed to advertise this Friday, Saturday and Sunday on October 9th, 10th, and 11th in the Kennebec Journal. They would also like to see it advertised in the Town Line and posted around town plus on the Town's website and in the Windsor School's newsletter. Debbie will take care of this.
- e.) Roadside Mowing has been started and will be finished this week.
- f.) Closing the Reed Road for the winter. Ray said we would like to seasonally close the Reed Road from December 1st to April 30th.
- g.) We received a \$2,900.00 bill on the gate installation and it isn't finished yet. **Ronnie Brann made a motion to pay this \$2,900.00 bill to Finley's Electric now and to have a manual check written, seconded by Jonathan Adams and approved 5-0-0.** Finley's Electric said that they are uncomfortable finishing the programming of this gate. Theresa said we will look into having someone else do this.

Transfer Station:

- a.) September 2015 Monthly Figures.

- b.) Tim said he is in need of someone helping with the Transfer Station this Saturday. He can't be here and neither can Walter so this only leaves Tom. Rick Gray said he will fill in from 8:45 a.m. – 1:00 p.m. and Ray Bates said he would fill in from 1:00 p.m. – 5:15 p.m. to cover them. Tim said thank you.

Animal Control:

- a.) Tim said he had to call Peter Nerber about a situation off the Griffin Road.

Consideration of Warrants # 18 and # 19: Ronald Brann made a motion to approve warrants # 18 and # 19 seconded by Dan Gordon and approved 5-0-0.

Town Manager's Items:

- a) **Jonathan Adams made a motion to recess as Board of Selectmen at 8:20 p.m. and to convene as Board of Assessors, seconded by Dan Gordon and approved 5-0-0.** Theresa handed out a letter from the Assessor's Agent regarding an abatement. **Ray Bates made a motion to approve the abatement for the Personal Property Account #3 for Jeffrey Nichols in the amount of \$16.66 plus interest, seconded by Ronnie Brann and approved 5-0-0. Jonathan Adams made a motion to adjourn as Board of Assessors and to reconvene as Board of Selectmen at 8:25 p.m., seconded by Ronnie Brann and approved 5-0-0.**
- b) Paul Plourde's Tax Bill needs to be delivered. Theresa was asked to see how we can get this delivered to him.
- c) Tim Coston has received his State of Maine Commercial Learner's Permit. We needed to know if we can have Keith ride with him. Theresa contacted the Town's Insurance Company and they said as long as he is an employee he can ride with another employee. The Board said this is fine.
- d) Theresa received a price on having the dirt part of the Wingood Road roadside brush cutting/mulching. Theresa said we don't have any extra money in the budget for this year and Keith said he would like to talk to one of the Wingood Road owners because he was told that this owner may be interested in cutting what he would like to keep for himself first before we have someone do brush cutting/mulching.
- e) Theresa talked with Keel Kemper from Inland Fisheries and Wildlife regarding the previous Doyle Road incidence and he said everything is going good and he has no new news.
- f) Theresa handed out the year end Budgets figures for the 2014/2015 Fiscal Year.
- g) **Ronnie Brann made a motion to have the Public Hearing on October 20, 2015 at 7:00 p.m. regarding the following question; "To see if the Town will (1) approve the purchase of a new E-One/Freightliner 2 man cab rescue pumper (the "Project"); (2) appropriate a sum not to exceed \$335,000.00 for the Project; (3) to fund such appropriation, expend \$50,000.00 from the Fire Safety Capital Reserve Fund, (4) to expend \$35,000.00 from the Unassigned General Fund/Fund Equity Balance and authorize the Treasurer and the Chairman of the Board of Selectmen to issue, at one time or from time to time, general obligation securities or of the Town of Windsor, Maine, including temporary notes in anticipation of the sale thereof and refunding obligations, in an aggregate principal amount not to exceed \$250,000.00 and to delegate the Treasurer and Chairman of the Board of Selectmen the authority and discretion to fix the date(s), maturity(ies), denomination(s), interest rate(s) and other details of said securities, including execution and delivery of said securities against payment therefore and to provide for the sale thereof."**

Financial Statement

TOWN OF WINDSOR

1. Total Indebtedness \$213,500.00

A. Bonds Outstanding and unpaid: \$-0-

B. Bonds authorized and unissued: \$-0-

C. Bonds to be issued if this question is approved: \$250,000.00

TOTAL \$463,500.00

Costs

At an estimated maximum interest rate of 3.44%, the estimated costs of this bond issue will be:

(7) Years

Principal \$250,000.00

Interest \$34,433.66

Total Debt Service \$284,433.66

Validity

The validity of the bonds and of the voters' ratifications of the bonds may not be affected by any errors in the above estimates. If the actual amount of the total debt service for the bond issue varies from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

_____, Treasurer, Town of Windsor

BOARD OF SELECTMEN RECOMMENDS PASSAGE (4-0-0)

BUDGET COMMITTEE RECOMMENDS PASSAGE (9-0-0)

Seconded by Rick Gray and approved 5-0-0.

e.)

Selectmen's Items: None

Chairman Ray Bates adjourned the meeting at 8: 35 p.m.

These minutes were approved by the Board of Selectmen on _____

The next Regular Board of Selectmen's Meeting on Tuesday, October 20, 2015 at 6:00 p.m. at the Town Hall.

Respectfully Submitted,

Respectfully Submitted,

Debbie French
Secretary to the Board of Selectmen

Theresa L. Haskell
Town Manager